

# **City of Greenbelt**

## **City Manager's Report**

### **Week Ending May 21, 2021**

1. Please see the enclosed confidential memos – personnel and collective bargaining.
2. Included separately, please find a preliminary Greenbelt Day Weekend calendar.
3. Congratulations to Beverly Palau on her retirement. Beverly has served Greenbelt for over 32 years!
4. Offers of employment have been accepted and press releases will be finalized next week to announce the hires of an Assistant City Manager and Human Resources Director. Both new employees are expected to start around the first week of June.
5. Met with staff to discuss the RFQ response received for Public Relations, Marketing, and Communications. An interview is set for next week.
6. Applications are being reviewed for Public Information & Communications Coordinator.
7. Approved the hire of an additional police officer.
8. Regarding the weekly crime report, mail fraud from mail boxes continues to be an issue. The Police Department is working to address the issue and has been in contact with the Postal Inspector. According to staff, the church theft and vandalism reported at Trinity Assembly of God showed no other factors of bias based crime.
9. As reported earlier this week, Animal Control staff is working to place dozens of cats found in an apartment. The cats will be sent to local animal rescues and if needed the County. Before they can be adopted, the animals need to be evaluated, provided medical attention and spayed or neutered. Anyone interested in adoption should monitor the Animal Control section of the website or the City's social media for updates on when they are ready and the organizations that received them.
10. Approved a public meeting permit request to display a stationary replica of a Maglev train structure to demonstrate the height. This is a temporary structure that will be manned throughout the duration of the activity.
11. Approved public meeting permits for events at Roosevelt Center on Sunday, June 6. This includes a speaker.
12. Met with the Labor Day Committee organizer, along with Anne Marie Belton, Chief Rick Bowers, and Greg Varda. The volunteers are still trying to strategize on possible activities given pandemic related challenges. Upon receipt of a permit yesterday, it was approved to facilitate that. Staff will be updated when the Committee has additional information. Support was offered to assist in planning.
13. Compiling Peace Month Activities and shared with the resident group involved in the Peace Month activities. This includes a Museum art study of peace art. There will be an opportunity for people all ages to participate via an at home art project.

14. Reviewed additional information received by Greg Varda regarding the request by the reproductive rights organization seeking recognition group status.
15. Met with and/or teleconferenced with staff and City Solicitor regarding budget, operational and legal matters. The City Solicitor confirmed for Ms. Davis that there is no pending litigation.
16. Participated in the two Council budget work sessions, including the Green Ridge House session. Participated in meetings regarding financial resources, possible capital projects and social services or ventures that could be funded by upcoming Federal funds.
17. **City Treasurer/Finance**
  - a. Continued to work with staff on FY 2022 budget reports and compiled a list of possible adjustments to the FY 2022 budget. Attended budget work session with Council.
  - b. Continued work and discussions on various contract renewals.
  - c. Joined several webinars on the American Rescue Plan to obtain the latest information/guidance about the federal funding expected to be sent to the City in the next several months.
  - d. Processed purchase orders and vendor payments.
18. **Information Technology**
  - a. Sent COVID vaccine message via Everbridge.
  - b. Prepared Municipal Building door security communication.
  - c. Attended PTI Local Government CIO and Technology Leader Summit.
19. **Economic Development**
  - a. 12 businesses engaged about COVID-19 related updates and assistance.
  - b. Outreach to obtain feedback from Roosevelt Center Merchants to share and obtain feedback about upcoming outdoor events.
  - c. 3 County and State government agencies liaised with to share resources and connect with local businesses.
  - d. Bisnow Mid Atlantic Senior Housing Summit (Virtual)
  - e. Maryland Department of Housing & Community Development FY 2022
  - f. International Economic Development Council – Preparing for the State Small Business Credit Initiative Webinar
  - g. Reviewed RFQ and applications related to Public Information Officer position.

cc: Department Heads

Julie Magness, Human Resources Specialist

Bonita Anderson, City Clerk